

# City of Spring Hill

## Stormwater Management Plan

### I. PURPOSE

In 2006, the City of Spring Hill was informed by the Tennessee Department of Environment and Conservation that it would likely be designated as a regulated small MS4 (Municipal Separate Storm Sewer System) to be covered under the Phase II NPDES Storm Water Discharge Control Program. On March, 2007, the City of Spring Hill was officially designated as a small MS4 in accordance with EPA regulations at 40 CFR 123.35(b).

### II. REGULATORY REQUIREMENTS

The Phase II Stormwater Regulations, found at 40 CFR Part 122, require the City of Spring Hill at a minimum, to develop, implement, and enforce a stormwater management program designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. The stormwater management program shall be based around 6 Minimum Control Measures. The 6 Minimum Control Measures are as follows:

- PUBLIC EDUCATION AND OUTREACH
- PUBLIC INVOLVEMENT/ PARTICIPATION
- ILLICIT DISCHARGE DETECTION AND ELIMINATION
- CONSTRUCTION SITE STORMWATER RUNOFF CONTROL
- PERMANENT STORMWATER MANAGEMENT
- POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

### **III. PUBLIC EDUCATION AND OUTREACH**

#### PERMIT REQUIREMENTS

Permit Section 4.2.1 requires that the City of Spring Hill implement a public education and outreach program. The focus of the program shall be on impacts of stormwater discharges to water bodies and the steps that the public (including residential, commercial, industrial, or institutional stakeholders) can take to minimize the discharge of concern to receiving streams.

**COMPLIANCE MECHANISMS** To comply with Section 4.2.1 of the General Permit, the City of Spring Hill will implement the following four Best Management Practices (BMPs):

#### 1. Stormwater Education Media

Develop media related to stormwater education and watershed protection. Media targeted to development community, businesses, homeowners and students, etc. Update as needed per annual effectiveness evaluation. Distribute at City Hall, Public Library, and city's website

## 2. Adopt a Stream/Road Program

The city manages a program for local business and civic groups to adopt a stream or roadway to clean up waterways and drainage channels.

## 3. Public Meetings

Hold public meeting at city hall and invite citizen comments. Report on the city's stormwater program and review the annual report.

## 4. Department Website

Maintain city's existing website to post all stormwater ordinances, policies and useful information.

# **IV. PUBLIC PARTICIPATION AND INVOLVEMENT**

## PERMIT REQUIREMENTS

Section 4.2.2 of the Permit requires that at a minimum, the City shall implement a public involvement/participation program. Elements of the program may include participation opportunities such as; local stormwater management work groups, public notices of MS4 related meetings and public hearings, recruiting education volunteers, and involvement of the public with program coordination, detection of illicit discharges and monitoring efforts.

## COMPLIANCE MECHANISMS

To comply with Section 4.2.2 of the Permit, the City of Spring Hill will implement the following four BMPs:

### 1. Public Notice

The City publishes all public notices and provides for a review and comment period prior to passing any changes to the stormwater management ordinance.

### 2. Public Meetings

Hold a public meeting at city hall and invite citizen comments. Report on the city's stormwater program and review the annual report.

### 3. Adopt a Stream/Road Program

The city manages a program for local business and civic groups to adopt a stream or roadway to clean up waterways and drainage channels.

#### 4. Stormwater Hotline

The City maintains a telephone number and web address to be used for water quality and stormwater related complaints and issues.

### **V. ILLICIT DISCHARGE DETECTION AND ELIMINATION**

#### PERMIT REQUIREMENTS

Section 4.2.3 of the Permit requires that the City of Spring Hill develop, implement, and enforce a program to detect and eliminate illicit discharges into the small MS4. 40 CFR Part 122.26(b)(2) defines an illicit discharge as any discharge to a municipal separate storm sewer that is not entirely composed of storm water, except discharges authorized under an NPDES permit (other than the NPDES permit for discharges from the MS4) and discharges resulting from firefighting activities.

Section 4.2.3 of the Permit requires that the City develop and maintain a storm sewer system map, showing the location of all outfalls where the municipal storm sewer system discharges into waters of the state or storm sewer systems owned or operated by another MS4.

Section 4.2.3 of the Permit requires that the City effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into the storm sewer system and implement appropriate enforcement response plan.

Section 4.2.3 of the Permit requires that the City develop and implement a plan to detect, identify and eliminate non-storm water discharges, including illegal disposal, throughout the MS4 jurisdiction.

Section 4.2.3 of the Permit requires that the City inform public employees, businesses, and the general public of hazards and damage to water quality associated with illegal dumping and connections to the storm sewer, and improper disposal of waste.

Section 4.2.3 of the Permit requires that the City, identify hot spots (examples may include concrete or asphalt producers, restaurants, auto repair shops, auto supply shops, and large commercial parking areas) and investigate reports of illicit discharges.

#### COMPLIANCE MECHANISMS

The City of Spring Hill will comply with each of the Permit requirements listed above through implementation of the following BMPs:

##### 1. Dry Weather Inspections

Perform dry weather and visual stream assessment inspections at outfall locations to streams to determine if illicit discharges are present

## 2. Illicit Discharge Education

Educate the public and ask them to report any illicit discharges to the MS4

## 3. Inspections Hot Spots/ Citizen complaints

Inspect businesses within "hot spots" and potential for illicit discharge such as outside grease facilities. Respond to citizen calls.

## 4. Maintain stormwater input/outfall map

Update city's GIS map with new development information to track outfalls and permanent stormwater controls

# **VI. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL**

## PERMIT REQUIREMENTS

Section 4.2.4 of the Permit requires that the City of Spring Hill develop, implement, and enforce a construction site stormwater runoff control program to address reduction of pollutants in stormwater runoff to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre.

Section 4.2.4 of the Permit requires the City to develop an ordinance, or other regulatory mechanism, to require erosion prevention and sediment controls, as well as sanctions to ensure compliance.

Section 4.2.4 of the Permit requires the City to develop requirements for construction site operators to implement appropriate erosion and sediment control best management practices.

Section 4.2.4 of the Permit requires that the City develop requirements corresponding to the Tennessee Construction General Permit, within 18 months of any reissuance.

Section 4.2.4 the Permit requires the City to develop requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.

Section 4.2.4 of the Permit requires the City to implement procedures for site plan review and approval, which incorporate consideration of potential water quality impacts.

Section 4.2.4 of the Permit requires that the City implement procedures for receipt and consideration of information submitted by the public.

Section 4.2.4 of the Permit requires that the City implement procedures for site inspection and enforcement of control measures.

Section 4.2.4 of the Permit requires that the City staff be trained in the fundamentals of erosion prevention and sediment control and in how to review erosion and sediment control plans. At a

minimum, one member of the staff must attend the Tennessee Fundamentals of Erosion Prevention and Sediment Control and the Erosion Prevention and Sediment Control Design Course.

Section 4.2.4 of the Permit requires that the City's program provide for the following:

- (a) Recognition of priority construction activity, including at a minimum those construction activities discharging directly into, or immediately upstream of, waters the state recognizes as impaired (for siltation) or high quality;
- (b) Pre-construction meetings with construction site operators, for priority construction activities; and
- (c) Inspections by the MS4, of priority construction sites at least once per month.

#### COMPLIANCE MECHANISMS

The following BMPs will be implemented by the City of Spring Hill to comply with all of the requirements of the Construction Site Runoff Control portion of the Permit:

1. Stormwater Management Ordinance

Maintain and update as necessary stormwater ordinances to comply with CGP per the MS4 requirement.

2. Preconstruction meetings

Hold preconstruction meetings for all construction projects. Issue a grading permit after all requirements have been met.

3. Plan Reviews - temporary site controls

Review all construction plans for adherence to stormwater department requirements. Plans are reviewed at all stages of submittals. Construction plans are reviewed twice (prior to workshop and voting meeting) before approval is sought before the planning commission. Ensure TDEC notice of coverage (NOC) has been issued.

4. Site Inspections/ Enforcement Actions

Inspect all active construction sites monthly. Issue NOV to correct or address any deficiencies.

#### **VII. POST CONSTRUCTION STORMWATER MANAGEMENT**

##### PERMIT REQUIREMENTS

Section 4.2.5 of the Permit requires the City to develop, implement, and enforce a program to address permanent (post-construction) stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts.

Section 4.2.5 of the Permit requires that the City develop and implement strategies which include a combination of structural and/or nonstructural BMPs appropriate for the community.

Section 4.2.5 of the Permit requires that the City must develop and implement a set of requirements to establish, protect and maintain water quality buffer along all waters of the state in areas of new development and redevelopment.

Section 4.2.5 of the Permit requires the City to develop and ordinance or other regulatory mechanism to address permanent runoff from new development and redevelopment projects to the extent allowable under State or local law.

## COMPLIANCE MECHANISMS

The City will utilize the following BMPs to comply with the Permit requirements for Post Construction Runoff Controls:

### 1. Plans Review - permanent site controls

Continue plans review process for all development and redevelopment construction projects within the city

### 2. Storm Water Management Ordinance - Enforcement

Continue enforcing permanent stormwater management requirements per current Ordinance. Review 2016 permit options for adoption.

### 3. Review plans for WQBZ

Review plans for compliance with the city's Water Quality Buffer Zone Policy.

### 4. Detention Basin Inspections

Inspect Detention Basins/Permanent Stormwater Controls at least once every 5 years.

## **VIII. POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

### PERMIT REQUIREMENTS

Section 4.2.6 of the Permit requires that the City develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing runoff from municipal operations.

Section 4.2.6 of the Permit requires that the City use training materials that are available from EPA, the State, or other organizations to provide employee training to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

## COMPLIANCE MECHANISMS

The City has completed SWPPP for the all City operated facilities. The City will utilize the following BMPs to comply with the Permit requirements for Pollution Prevention / Good Housekeeping for Municipal Operations:

### 1. Conduct Training

Conduct new employee training within 6 months and key personnel training at least once every 5 years to make sure that they understand the SWPPP and reporting requirements.

### 2. Inspect Municipal Operations Annually

Inspect WWTP, WTP, Public Works and City Hall annually to ensure proper maintenance has occurred and all facilities are in compliance with the Operations Manual.

### 3. Facilities Operations Manuals

Review each of the Municipal Operations O&M Plans yearly and see if any improvements need to be made or changes bases based changing operations and update

### 4. Roadway and culvert maintenance program

Address issues from citizen call hotline. Identify problems areas and create a priority list to address erosion and capacity problems within the city.

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Goals and Milestones for each BMP are outlined in the City of Spring Hill's Notice of Intent (NOI) Application. A summary of all activities performed is documented in the required annual report which is compiled and sent to TDEC. All activities are managed by the City of Spring Hill's Stormwater Department.

## **IX. SITE INSPECTION PROGRAMS**

The City of Spring Hill stormwater department conducts several type of inspections related to stormwater activities including: active construction sites, permanent stormwater controls (detention basins), and facilities with outdoor oil and grease receptacles.

A Master list of all Oil and Grease facilities located within the City limits is compiled and updated each year. Inspections are made to each facility to determine if there is any potential for pollutants entering the stormwater runoff at the facility. If a facility has maintenance issues that need to be addressed a letter is sent to the owner to correct the item and a follow-up inspection is made.

A Master list of all permanent stormwater controls located within the City limits is compiled and updated monthly as each construction site project is closed out. Detention basin inspections are made to each facility to determine if there is any potential for pollutants (primarily sediment) entering the stormwater runoff at the facility. Inspections are documented on a standard inspection form and a

copy is filed with each development. A master list is updated with current inspection records and dates for follow-up inspections. If a facility has maintenance issues that need to be addressed a letter is sent to the owner to correct the item and a follow-up inspection is made.

All active construction sites are monitored and inspected as they progress through the construction process. Monthly inspections are recorded on a standard inspection form and filed with each development. If a facility has maintenance issues that need to be addressed a letter is sent to the owner to correct the item and a follow-up inspection is made.